

JOB DESCRIPTION – JOB ENGINEER

RESPONSIBILITY

- To generate Engineering design deliverables prepared with due diligence after appropriate consideration of client's requirement and in line with instructions received from Lead Engineer and in comprehensive compliance with PLE's Quality Systems Procedure;
- To adopt and encourage a **First-Time-Right (FTR)** approach for preparation of design deliverables and ensure alignment to approved schedule.

ROLE PURPOSE

Essential

- Obtain/assimilate relevant design input from Lead Engineer and other agents in Project and incorporate in the deliverables;
- Ensure preparation of design deliverables with due consideration for applicable Codes & Standards;
- Ensure prompt Inter-Departmental -Coordination process on Revision-A deliverables
- Ensure appropriate checking & review of all documents / drawings before release at any Revision status.
- Work planning, progress monitoring and adherence to scheduled completion of engineering documents.
- Preparation / checking of deliverable as per quality plan.
- Effective utilization of manpower for job assigned.
- Participation in vendor meetings
- Attend to site queries and visit site if required.

Secondary

- Assist HOD / Lead Engineer in all departmental functions.
- Checking and Review of vendor documents
- Updating information on products and vendors/sub-contracts
- Review of critical systems with Lead Engineer and perform necessary steps to produce quality product.

Professional Qualification

- **Essential:** Bachelor's Degree in Mechanical Engineering, Basic knowledge of the standards and functioning of various rotating equipments.
- **Desired:** Bachelor's Degree in Mechanical Engineering.

Experience

Minimum 2 - 6 years relevant experience

Software Skills

- **Essential:**
Microsoft Office, Adobe Acrobat Standard.

- **Desired:**
Microsoft Office, Adobe Acrobat Standard.

Technical Skills

- **Essential**
Basic knowledge of the operation and functioning of rotating equipments, (such as pumps, compressors, diesel engines etc) and packages (flares, instrument air, dehydration, water purification, gas recovery, fired heaters etc). Knowledge of International Standards related to above equipment.

- **Desired**
In dept exposure to one or more of the above listed equipment would be an additional advantage.

Behavioral Skills

| Behavioral Skills | Essential | Desired |
|-------------------------------|-----------|---------|
| Coordination | ✓ | |
| Data Analysis | ✓ | |
| Attention to detail | ✓ | |
| Planning & Organizing | ✓ | |
| Decision making & Objectivity | | ✓ |
| Prioritizing | | ✓ |
| Integrity | ✓ | |
| Communication | | ✓ |
| Accountability | ✓ | |
| Team Orientation | ✓ | |
| Customer Orientation | | ✓ |
| Quality Orientation | ✓ | |